

Minutes of the WFPL Board of Governance  
**Annual Board Meeting Held February 23, 2015**

Main Library  
Meeting Room C  
239 North Spring Street  
Pensacola, FL 32502

Present:

Dr. Rebecca Temple, Library Board of Governance, Chairman  
Dr. Rodney Guttman, Library Board of Governance, Vice-Chairman  
Dianne Robinson, Library Board of Governance Member  
Lynne C. Tobin, M.L.I.S, Library Board of Governance Member  
Frances Yeo, Library Board of Governance Member

Darlene Howell, M.L.S., Library Administrator

I. Call to Order

Dr. Rebecca Temple called the meeting to order at 4:05 p.m.

II. Invocation

Frances Yeo gave the invocation.

III. Pledge of Allegiance

Dr. Rebecca Temple led the pledge of allegiance to the flag of the United States.

IV. Approval of Agenda

Frances Yeo asked to add info about the rotary to new business.  
Dr. Guttman moved to adopt the agenda as amended.  
Frances Yeo seconded the motion.  
The motion carried unanimously.

V. Approval of Minutes

Dr. Guttman moved to approve the minutes of the January 26th, 2014 regular meeting.  
Dr. Robinson seconded the motion.  
The motion carried unanimously.

VI. Chairman's Report

Thanked Dianne Robinson for continuing on the board until the election of a new officer.

VII. Library Administrator's Report

Darlene Howell reported.

Discussion followed about friends registering new patrons. Dr. Guttman asked that a recommendation is made to speak with the county to add a link to the County's website to get a library card. Dr. Temple recommended making this issue a part of unfinished business.

Frances Yeo inquired about cross-training employees. Discussion followed about employee retention and human resource allocation.

#### VIII. Friends of the Library Report

Linda Williams reported for the Friends of the Library.

Cathy Ingram reported for the Southwest Friends of the Library.

#### IX. Unfinished Business

The tentative 2015 BOG calendar was distributed for review. The calendar was adopted with the addition of a Special June Budget meeting.

The internet usage policy was reviewed. The information in old policy conflicts with some items in the new circulation policy and the language needs to be amended to reflect these changes. We cannot provide one on one extensive instruction for patrons, nor are we able to type documents. There should be warnings about the unsecure nature of transmitting personal information via Wi-Fi and that we do not retain patron browsing history. It should also reflect the noise policy.

The verbiage of the policy should be simplified for a target audience of 13 and where possible, bullets and tables should be used. The word offender should be changed to card holder.

#### X. New Business

There is an opening on March 24 to send someone to speak with the Rotary club about the library and all that it has to offer.

#### XI. Public Forum

A question was posed about our libraries being short staffed. Ms. Howell responded commenting on our Work Assignment policy and how this addresses these issues.

#### XIII. Open Board Discussion

Discussion of new branch locations and allocating the limited resources of the Library.

#### XIV. Future Meeting Schedule and Location

The motion that the next BOG meeting will be held at 4:00 p.m. at the Genealogy Library was adopted.

Monday, March 23, 2015 4:00 p.m.  
Genealogy Library  
5740 N. 9<sup>th</sup> Avenue  
Pensacola, FL 32504

XV. Adjournment

FY motioned to adjourn.  
RT seconded the motion.  
The motion carried unanimously.  
The meeting adjourned at 5:53 p.m.